

In Attendance:

Greg Fraize, Chairman

Bill Millios, Coordinator

Neal Janvrin, Committee Member, Select Board Representative

Jose Rivera-Hernandez, Committee Member (remote)

I. The Chairman called the meeting to order at 6:30 pm. Greg, Bill and Neal were at the Town Hall and Jose was on speaker phone. All rose for the Pledge of Allegiance.

II. Neal made a motion to approve the minutes of April 19, 2021 as written. Jose seconded and the vote was unanimous 4-0.

III. Chairman's Report

Greg has been working with Bill on setting up our CASTUS server to be able to stream meetings on a YouTube channel.

IV. Coordinator's Report

A. Bill gave a control room equipment update. As the Broadcast Pix was down, Access AV determined this software needs to be updated and completely re-installed generally twice a year. Bill will keep track of these updates in the future. Bill received an email from Jose regarding the KVM switch for the control room, he will speak more with Jose and Greg about the switch to purchase. On bulky day the large desk and 2 large old chairs were disposed of. They are currently using 2 small chairs and Bill will look at purchasing new chairs. The big news of the night was this meeting was being live streamed on YouTube which will allow greater viewing. Bill would like to do that week's Planning Board and Select Board meetings to make sure that it continued to run well. This must be closed at the end of each meeting as when left on after the first meeting with the bulletin board left up this was then removed and there was an email notifying the Committee that they violated their community standards. After you have the channel for over a month and have at least one hundred subscribers you may customize the URL.

B. Bill distributed a printout stating that FCTV's free one-year subscription for CASTUA expires in December 2021. They have been very quick to respond when needed and is \$100 per month for the C4 plan includes all the essentials that are needed.

Neal motioned to purchase the C4 support guarantee for \$1,200 per year from Castus. Jose seconded the motion, and the vote was unanimous 4-0.

V. FCTV financials – The current working balance in the FCTV revolving account is \$33,009.84

There was some discussion about upgrading the microphones. Bill spoke to Access AV and Mark Vadeboncoeur at RCTV, and he stated that Raymond had the overhead mics, but they did not like them as the sound was not as good being so far away. They discussed using a microphone for the audience.

VI. Next meeting: Greg mentioned the next meeting is not until January 17, 2022, and since the Public Budget Public Hearing will be on January 12, they will go in early to test the broadcasting. There was discussion on if the masks would be required, this will be discussed with the school as to the rules there. Bill will send emails regarding the filming for the meeting.

Approved January 17, 2022

VII. With no further business before the committee Neal made a motion to adjourn the meeting at 6:55pm. Jose seconded the motion, and the vote was unanimous 4-0.

Respectfully submitted,



Kathy Clement
Recording Secretary